

Swindon Borough Council

Building a Better Swindon

Statement of Community Involvement



July 2024



Contents

<u>Introduction</u>	Page 3
<u>The Planning System in England</u>	Page 4
<u>Who do we consult?</u>	Pages 5 - 6
<u>Consultation</u>	
Consultation Objectives.....	Pages 7 - 8
Consultation Tools.....	Page 9
<u>Planning Policy & Plan-Making</u>	
Planning Policy & Plan-Making Structure.....	Page 10
Local Planning Policy Documents.....	Page 11
Neighbourhood Planning.....	Page 12
Consultation: Plan-Making Documents.....	Pages 13 – 14
Additional Planning Policy Documents.....	Page 15
<u>Development Management</u>	
Development Management Process.....	Page 16
Consultation: Planning Applications.....	Pages 17 – 18
<u>Equality & Diversity</u>	Pages 19 – 20
<u>Supplementary Information</u>	
Glossary.....	Pages 21 –24
Links.....	Page 25
Contact Us.....	Page 26



Introduction

The **Statement of Community Involvement (SCI)** is a statutory document that sets out how and when the Council will carry out consultation and effectively engage with the community in carrying out its planning duties. The Council is required, by law, to have an adopted SCI (as per the Planning and Compulsory Purchase Act (2004) (as amended)).

The purpose of the planning system is to help achieve sustainable development by enabling development that benefits not only the existing, but future communities. Therefore, community involvement is central to good planning. Being part of the planning process means that Swindon's communities can play an active role in shaping neighbourhoods and be involved with the decision-making process. In line with the Equality Act 2010, the Council is committed to making the planning system in Swindon Borough as inclusive and representative as possible.

The SCI is pivotal in working towards the Council's three 10-year missions such as **reducing inequality** and **build a better Swindon**. This SCI sits alongside the Council's Consultation Policy which outlines the wider commitment to effectively and efficiently carry out public consultation across all Council services.

The General Data Protection Regulation (GDPR) requires councils to manage personal data appropriately. This involves seeking consent for the use of personal data and ensuring that people are given clear and adequate information about how their information will be protected. Further explanation, including Privacy Notices, can be found on the Council's website: [Privacy Notices - Planning Policy](#)
[Privacy Notice | Swindon Borough Council](#).

The structure of this SCI is set out in the following sections:

2. The Planning System in England: this section will set out the current structure of the Planning System in England.

3. Who do we consult? this section will set out the various stakeholders that will be required to be consulted with during planning processes.

4. Consultation Objectives and Tools: this section will outline the Council's objectives for consultation going forwards and the methods of consultation used during planning processes.

5. Planning Policy and Plan-Making: this section will detail the various stakeholders, methods of consultation, types of decisions and different documents within Planning Policy, **including Neighbourhood Plans**.

6. Development Management: this section will detail the various stakeholders, methods of consultation, types of decisions and different documents within Planning Applications.

7. Equality and Diversity: this section will outline the Public Sector Equality Duty and the Council's commitment to achieving equality and diversity.

8. Supplementary Information: this section will provide further information such as a glossary of terms and further links for information.



The Planning System in England

This section will provide a brief outline of the current planning system in England.

In England, the Local Planning Authority (LPA) is responsible for decision-making in planning as set out in the National Planning Policy Framework (NPPF). This consists of two key processes: Planning Policy and Plan-Making; and Development Management. Descriptions of the two processes are set out below.

The Current Planning System Structure in England



Planning Policy and Plan Making

LPAs must prepare and have an adopted up-to-date plan for their area, covering a specific time period. Local planning documents and policies are used to manage and shape development in the area. Local planning documents must conform with national planning guidance.



Development Management

LPAs are responsible for development management which involves the processing and determination of planning applications, alongside providing pre-application advice and investigating breaches of planning control.

The Council is a unitary Local Authority and so are responsible for the management of planning control, building control, highways and transport, education and flooding.

It is important to note that there are substantial planning reforms proposed by Government through the Levelling Up and Regeneration Act 2023. Therefore, the SCI may require updates as any planning reforms take effect.



Who do we consult?

The Council recognises that it is vital that as many people and organisations as possible are given the opportunity to properly input into the plan-making process.

The community have a crucial role in shaping places, spaces and services and contributing towards the delivery of equality and sustainability. By 'community' we mean the individuals, groups and organisations that live, work and operate in the Borough. This includes, but is not limited to, for example local residents, businesses, schools, and community groups and other 'general' consultation bodies that are considered appropriate. Local community and stakeholder engagement can empower communities, ensure community needs are addressed and influence how development transpires in the Borough. There are different procedures and requirements for involving stakeholders in both plan-making and development management.

During the process of plan-making there are several stages of public consultation. The Council has a legal requirement (as per the Town and Country Planning (Local Planning) (England) Regulations 2012) to ensure information is available to three main 'groups'. The definitions for these groups of consultees are set out below:



- **Specific consultation bodies** that may have interest in the plan including organisations such as the Environment Agency and Natural England;
- **General consultation bodies** where appropriate including for example local voluntary and business groups ;
- **Residents or other persons carrying out business in the local area.**

As the LPA, the Council have a legal responsibility (under the Localism Act 2011 and the NPPF) to work constructively with neighbouring authorities under '**Duty to Cooperate**' (DtC). It requires LPAs to consider planning issues that extend beyond their own administrative boundary. The Council will carry out its Duty to Cooperate responsibility and document the process through an action plan approach – 'Statements of Common Ground' are also one way in which this will be demonstrated.

The Council maintains a Planning Policy '**consultation database**' which includes consultees based on the list above as well as drawn from previous consultation exercises. It is regularly updated and everyone on the database is notified of public consultations for Local Plan documents. Anyone can opt to be added or removed from the database at any time by contacting the Planning Policy Team at ForwardPlanning@Swindon.gov.uk in line with the [Planning Policy Privacy Notice](#).



Who do we consult?

The table below summarises examples of some of the different groups that we will seek to engage in the preparation of the Local Plan and other planning policy documents. Who we are required to consult may change over time and therefore a comprehensive list of consultee groups and organisations is not included in this document.

Who?	How and why?
Local People	At each stage of the process we will seek to provide information and opportunities for involvement which are accessible to people. The Council recognises that there are particular groups that it has been less successful in reaching when engaging and consulting with stakeholders on planning issues. There are also groups who are digitally excluded. Particular effort will be made to reach these groups when selecting consultation methods and to mitigate any potential equalities and accessibility issues when they arise.
Local Community and Voluntary Groups	Engaging these groups is important as they can help involve more people and represent the interests of groups who may not normally get involved. Such groups may include resident's associations and environmental groups.
Other interest groups	There are other agencies who are not statutory consultees but who represent particular interests. These groups may be national in scope but have local branches, such as Campaign for the Protection of Rural England and Civic Voice.
Local Businesses	Whilst we would like to involve all local businesses, the majority of businesses in Swindon are small and may have limited capacity to get involved in planning matters. We will therefore involve organisations which represent local business interests such as the Local Enterprise Partnership and Chambers of Commerce.
Developers and Landowners	Most developers are familiar with the planning system and seek to be involved. Many developers and landowners can be identified via previous involvement.
Local Service Providers	Service providers include local health trusts, schools, colleges, transport providers, emergency services, utilities providers, community development organisations and voluntary groups.
Statutory Consultees	There are certain groups that we must involve when consulting on planning matters. These include local and national service providers and organisations, such as the Highway Authority, the Environment Agency and Local Town and Parish Councils for example.



Consultation Objectives

This section outlines the Council's Planning Services objectives with public consultation. Our objectives for engagement set out the key objectives and guidelines for all planning activities. The purpose of these objectives will be to ensure that consultations are high quality effective and consistent.

Early engagement	• Actively working to frontload engagement so that our residents and other stakeholders are informed and consulted early in the planning process to ensure the best chance of inputs positively influencing decisions.
Inclusive Engagement	• Ensure that our consultations and engagement activities have a broad reach and that all voices from all backgrounds are able to influence planning decisions and policy directions.
Clear information and simple communications	• Strive to provide information on the topic, scope and aims of the engagement as well as ensuring that information can be easily found and accessed.
Transparent records and feedback	• Communicate clearly how stakeholder inputs have been considered and make key information and outcomes of engagement publicly available.

With this in mind, the Council will tailor public consultation using the tools available, accounting for:

- The target audience(s) of the consultation;
- The scope and nature of the policy document, and
- The resourcing required and available.



Consultation Objectives

The Council are striving to make planning a digital service with the aim of:



There is recognition that a wider and enhanced use of digital technology will make it easier and perhaps more convenient for many people to engage in the planning process but there must be some acknowledgement that this method of consultation and engagement with the community should not be completely relied upon. The Council recognise a one-size fits all approach to engagement is not inclusive. A range of methods will need to be considered, depending on factors such as what is being consulted on and who the intended audience will be.

When preparing and carrying out consultation, the Council will consider any changes in legislation and Government guidance. Public consultation will be continually reviewed to ensure optimal community engagement. Where responses are lacking from particular stakeholders, the consultation will be concentrated to address the lack of representation.



Consultation Tools

There are a range of consultation tools available to the Council as set out below. These consultation tools can be tailored to meet the particular needs of different events. Not all tools need to be applied for all consultations and the list provides a portfolio of options only.



Council website: electronic copies of documents will be made available for public access on the Council website. The Council will ensure that the documents meet necessary legal requirements (for example [accessibility requirements](#)).



Online consultation hub: consultation and engagement platforms (hosted online) will be used to communicate information and enable public comments or formal representations through consultations.



Social media: information will be publicised through the Council's official social media outlets.



Press and media: We will provide the community of information about public consultations and updates on progress by releasing appropriate and timely press releases and where required public notices.



Email: email correspondence and notifications, including notifications to consultees on the planning policy 'consultation database'. The Council will maintain the consultation in line with latest legal requirements on data protection ([currently GDPR 2018](#)). Information, feedback or representations from the public may also be sent via email.



Hard copies: physical copies of documents will be made available in public facilities appropriate for consultation.



Posters/leaflets: posters and leaflets publicising information about public consultations will be sited at prominent community locations around the borough.



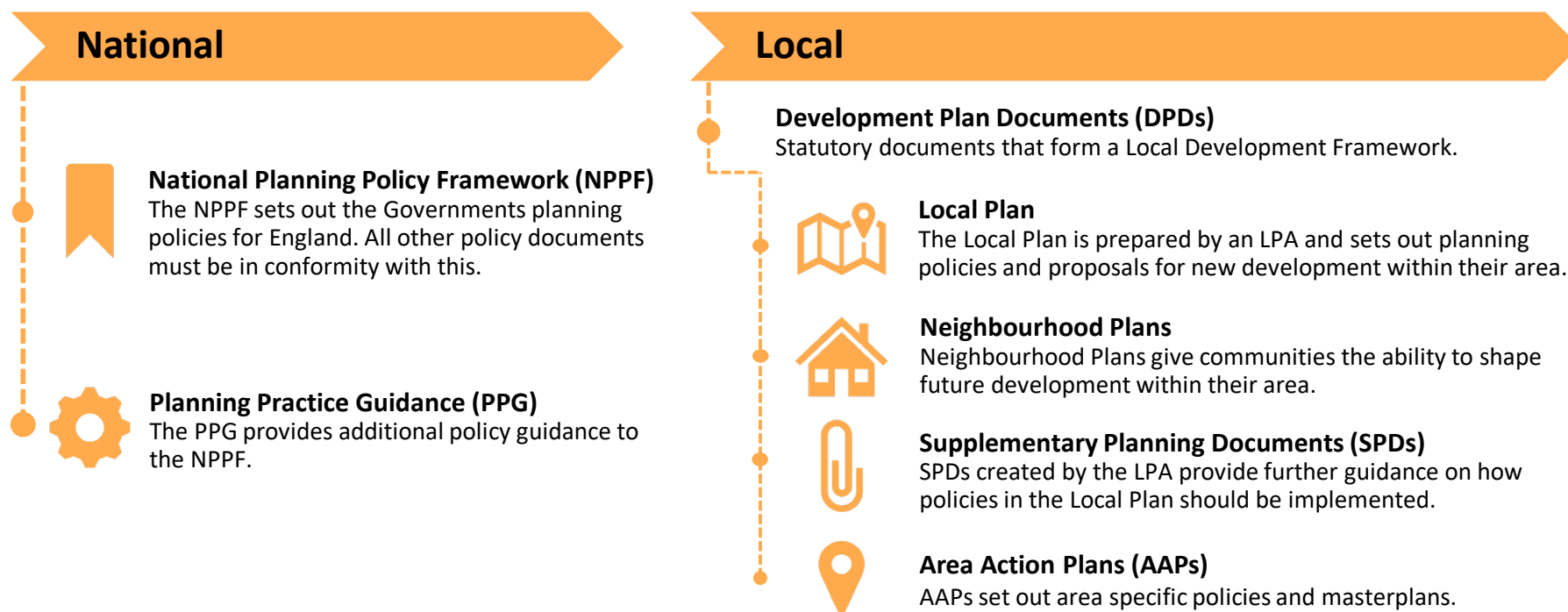
Public exhibitions: drop-in events will be used (where appropriate) for members of the public to attend. They will be used to publicise information about planning documents. Public exhibitions may or may not involve the attendance of a Council officer.



Planning Policy & Plan-Making Structure

This section outlines the Planning Policy system in England, detailing how and when local communities can be involved.

The planning system in England is 'plan-led'. Local Planning Authorities must prepare and have an adopted up-to-date plan for their area, covering a specific time period. Local planning documents and policies used to manage and shape development in the area should be produced. Such documents must conform to relevant Government guidance and follow specific regulatory processes during their preparation. The National and Local planning policy documents and structure is set out below.

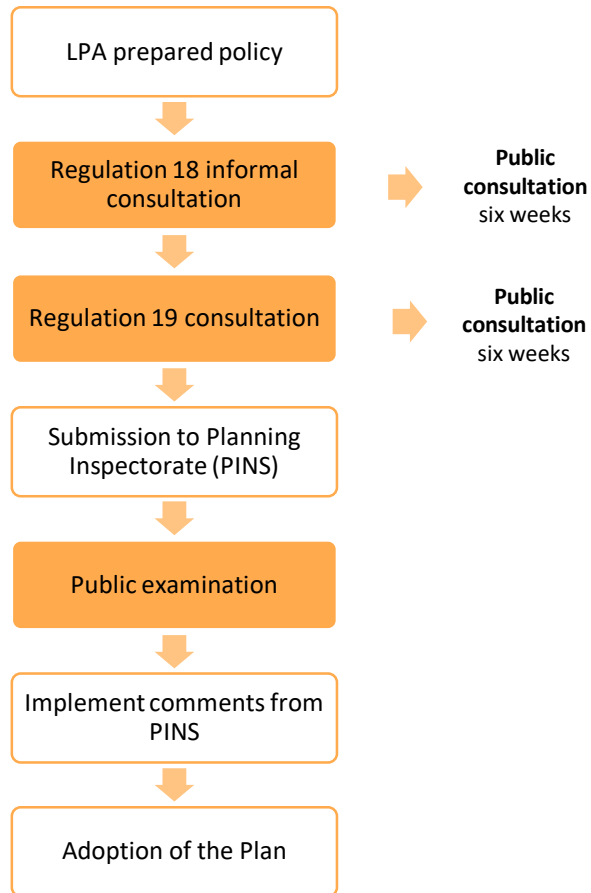




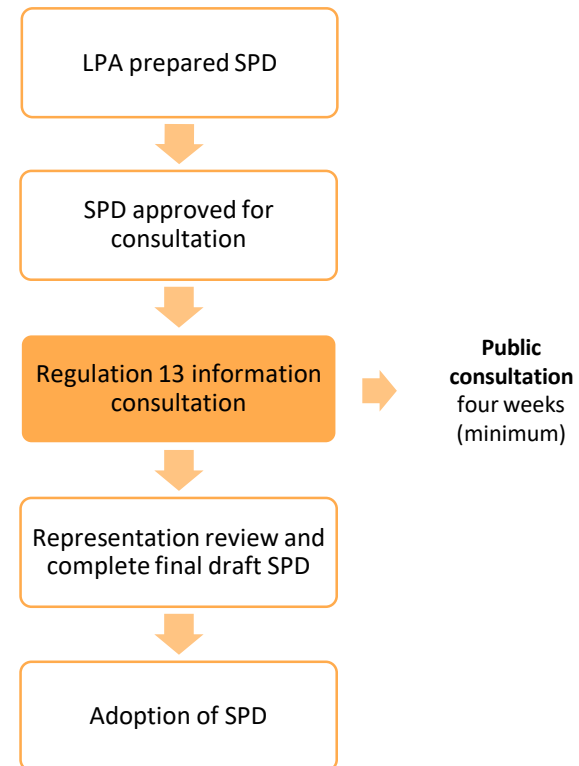
Local Planning Policy Documents

Plan-making on a local scale involves preparing different documents, which provide different opportunities for public consultation. The key stages of preparing planning policy documents are shown below. The boxes in **orange** represent a stage of public consultation.

Local Plan and Area Action Plans (AAPs)



Supplementary Planning Documents (SPDs)





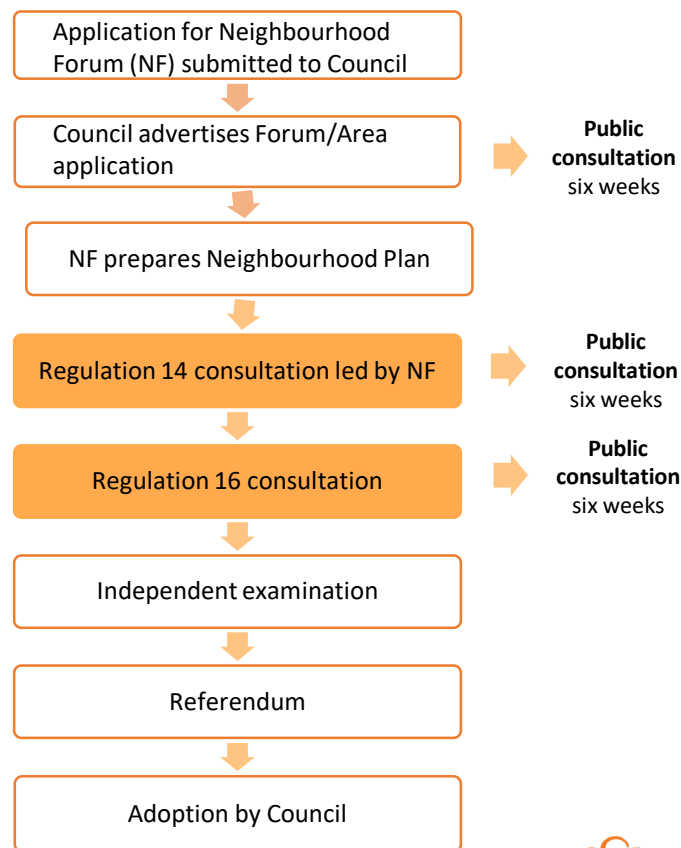
Neighbourhood Plans

Neighbourhood Planning was introduced by the Localism Act 2011. Neighbourhood Planning is a way for local people to take a lead on planning for the future of their area, and allows communities to establish general planning policies for the development of land in the area. Neighbourhood Planning can be lead by a town or Parish Council or by a designated Neighbourhood Forum.

Neighbourhood Plans must be produced in line with national planning policy guidance and locally produced planning policies, as once they are made they form part of the development plan for the area.

Whilst the Neighbourhood Forum should decide how to engage their local community in preparing the Plan, the Council has a duty to assist and support local communities in the Borough in the preparation of Neighbourhood Plans. Further information can be found in [The Neighbourhood Planning \(General\) Regulations 2012](#). The Council has prepared guidance which sets out our policies for providing advice and assistance to neighbourhood planning. The guidance can be found at: [Neighbourhood planning | Swindon Borough Council](#).

The key stages in preparing a Neighbourhood Plan and where communities can get involved are detailed below:





Consultation: Plan-Making Documents

There are key stages when consulting on plan-making documents (as outlined on page 9) and the process must comply with legal requirements. The general process of consultation on planning policy documents is set out in numerical order below and overleaf. Each stage has different requirements.

1) Notification of consultation

Required

- All local consultees as listed under [Regulation 2 \(1\)](#) of the Town and Country Planning (Local Planning) (England) Regulations 2012 will be contacted via email.
- All statutory prescribed bodies and consultees as listed under [Regulation 4 \(1\)](#) of the Town and Country Planning (Local Planning) (England) Regulations 2012 and neighbouring boroughs included in the Duty to Co-operate will be contacted via email.
- A public notice of consultation will be published in line with [The Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#).

Supplementary

- Information will be publicised through the Council's official social media outlets and via press releases.
- Posters and leaflets publicising information about public consultations will be sited at prominent community locations around the Borough.
- Drop-in events will be used (where appropriate) for members of the public to attend.



Consultation: Plan-Making Documents

2) Availability of documents

Required

- The Council's website: electronic copies of documents will be made available for public access on the Council website.
- Hard copies: physical copies of documents will be made available in public facilities (deposit points) appropriate for consultation.

Supplementary

- The Council's consultation hub: copies of documents will be available on the consultation hub when public consultation is underway.

3) Submitting responses

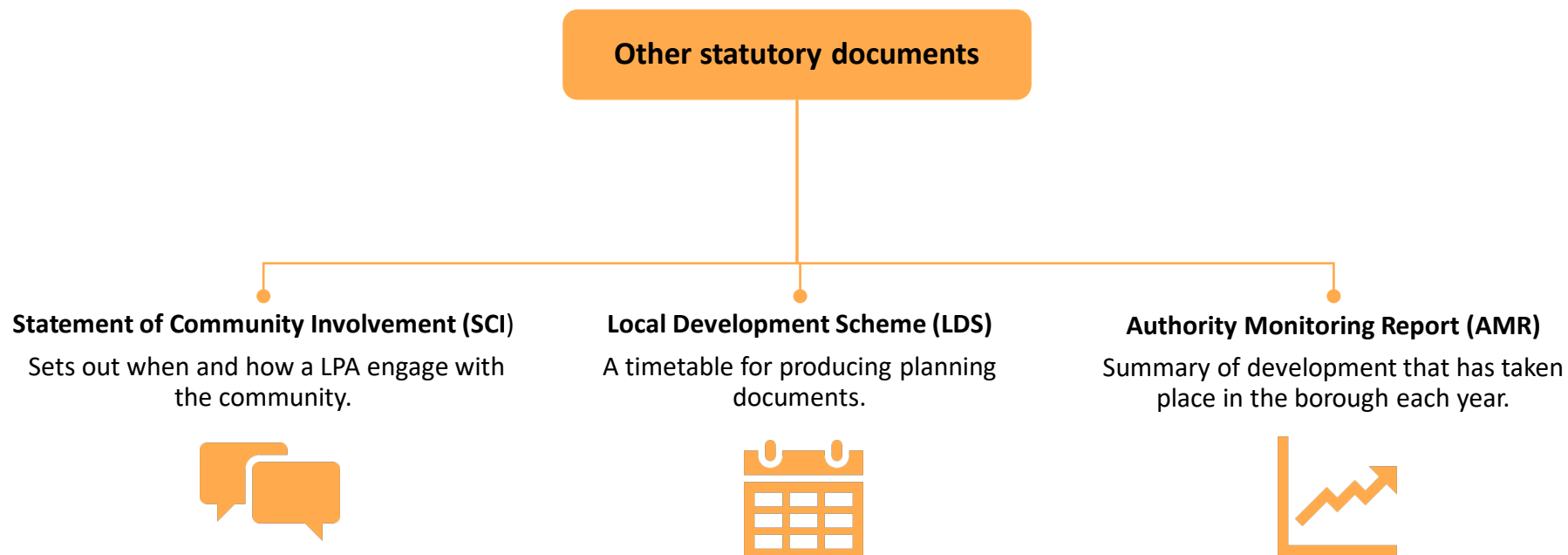
Required

- Representations must be 'duly made' with representor information and will be eventually submitted to PINS alongside the proposed Local Plan.
- If not duly made, they will only be considered a 'general comment'.
- The Council must consider all duly made representations and results/feedback will be communicated through a consultation report.
- Any comments or representations made must be made in accordance with the Council GDPR requirements as set out in the privacy notice.



Additional Planning Policy Documents

As well as statutory documents previously outlined, an LPA has a responsibility to produce additional statutory documents as set out below:



These documents keep the public informed and up-to-date with planning related matters. The Council will update these documents where necessary and ensure they are available for public viewing.



Development Management Process

This section outlines the Development Management process, detailing how and when consultees and local communities can be involved.

Development Management involves the processing and determination of planning applications, alongside providing pre-application advice and investigating breaches of planning control. Planning applications are determined in light of local and national planning policy. The planning application process, alongside information on how the public and key stakeholders can engage, is outlined below. It should be noted that there is no opportunity to engage with pre-applications as it is not a public process.

Application submission

The Council will:

- Make planning applications and supporting documents available on the Council's planning portal;
- Consult on planning applications;
- Where necessary, display a planning notice near the application site;
- Notify neighbours immediately adjoining the application site if necessary (normally, only those neighbours that are within the immediate vicinity of a proposal will be directly notified);
- Publicise a press notice if appropriate; and
- Consult with organisations where necessary

Determination process

The Council will:

- Allow public and statutory consultees 21 days to respond to consultation on an application and 30 days in the event of an Environmental Impact Assessment (EIA);
- Re-consult on material changes to a planning application for a period of 7 days, or 30 days where revised additional (EIA) is provided;
- Take into consideration any consultation responses in the delegated or committee officer report; and
- Take into consideration any relevant material considerations.

Decision-making

The Council will:

- Publish the decision notice and delegated/committee officer report on the planning register;
- Clearly outline recommended reasons for approval or refusal in the delegated/committee officer report; and
- Publish any relevant appeal documents or decisions on the website (documents will also be published by PINS).



Consultation: Planning Applications

When consulting on planning applications, there are different statutory requirements for publicising planning applications as set out in the table below.

Application type	Site notice	Neighbour notification letters
Major development <i>10-49 homes or 1000sqm-3499sqm commercial floorspace</i>	Yes	Immediately adjoining occupiers depending on the size/layout of development
Minor development <i>1-9 homes or less than 1000sqm commercial floorspace</i>	When required under legislation	Immediately adjoining occupiers depending on the size/layout of development
Reserved matters <i>Following outline permission</i>	When required under legislation	Immediately adjoining occupiers depending on the size/layout of development
Full	When required under legislation	Immediately adjoining occupiers depending on the size/layout of development
Householder	When required under legislation	Immediately adjoining occupiers depending on the size/layout of development
Advertisement consent	No, not statutory	No, not statutory
Listed building consent	Yes	Immediately adjoining occupiers depending on the size/layout of development
Prior approvals	No, not statutory	No, not statutory
Non-material amendment	No, not statutory	No, not statutory
Lawful development certificates	No, not statutory	No, not statutory
Discharge of conditions	No, not statutory	No, not statutory



Consultation: Planning Applications

To comment on a planning application, please use one of the methods below. As we move towards a more digitised Planning Service, helping the Council's making comments through the Council's planning portal are encouraged.



Planning Portal

Comments on planning applications can be made using the Council's [Planning Portal](#)



Email

Comments can be emailed to the allocated case officer or alternatively to [sbcdc@Swindon.gov.uk](mailto:sbcd@Swindon.gov.uk)



Letters

Comments can be posted to:
*Planning Department
Swindon Borough Council
5th Floor, Wat Tyler House
Beckhampton Street
Swindon
SN1 2JG*

The majority of planning applications are decided by officers under delegated powers. However, a small number of applications require a decision at **Planning Committee** which are public meetings that involve elected councillors.

Should you wish to speak at Planning Committee on an application, contact with Committee Services must be made by emailing: CommitteeServices@swindon.gov.co.uk.



If the Council refuses a planning application, the applicant is able to **appeal the planning decision** to PINS (under Section 78 of the Town and Country Planning Act 1990 (as amended)).



Equality & Diversity

This section outlines the Public Sector Equality Duty and the Council's commitment to achieving equality and diversity.

The Planning Service can play a vital role in supporting the Council to promote equality. It is fundamental that public engagement within planning processes considers equality and diversity. The Council will strategically consider engagement to encourage everyone to get involved. The more that the Council understands from the local communities it serves, the better the planning service will be.

Additionally, the Council have a **Public Sector Equality Duty (PSED)** which was created under the Equality Act 2010. It requires public authorities to:

- a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
- c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

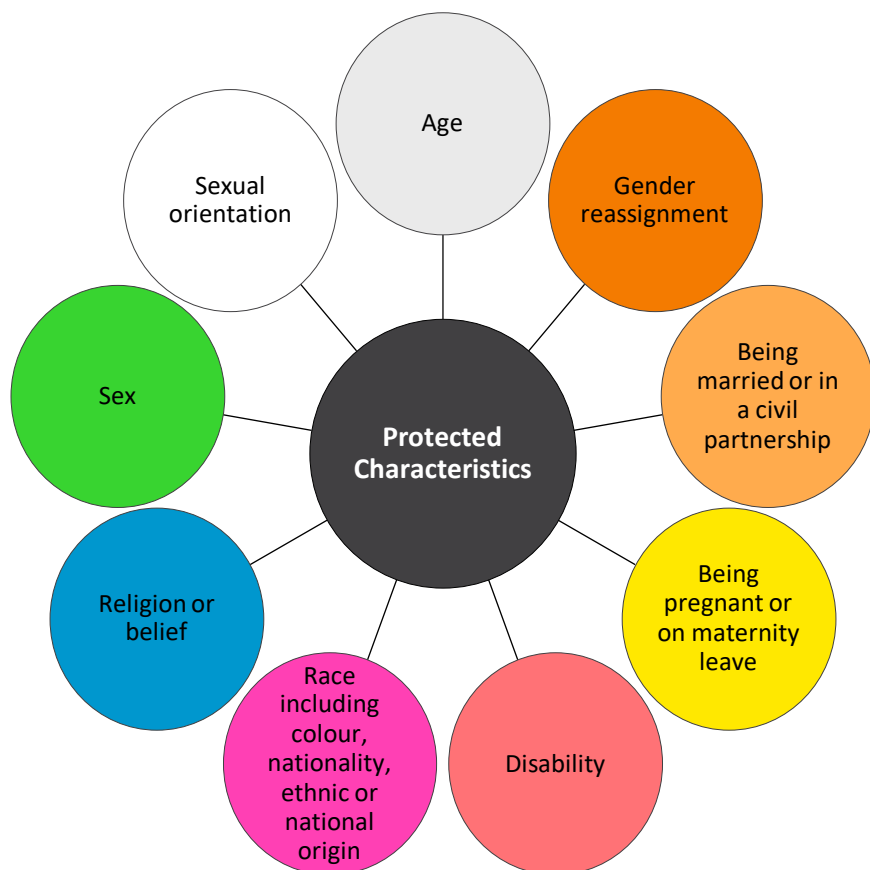
The PSED requires the Council to think about how positive contributions towards the progress of equality and relations can be achieved. In Planning, it requires equality to be a fundamental consideration which should be reflected in the design and creation of planning policies and the delivery of services including determining planning applications.





Equality & Diversity

The PSED refers to **protected characteristics** of which there are nine. These cannot be discriminated against and are set out below:



- The Council will carry out its Public Sector Equality Duty through both the plan-making process and development management.
- The Council will comprehensively consider how plan-making and planning applications will positively meet diverse needs, address those who are disadvantaged, improve community relations and promote equality.
- The Council will ensure engagement on plan-making and planning applications is positively designed to ensure groups with protected characteristics are able to effectively engage in planning.
- Where possible the Council will review levels of public engagement following consultations to understand groups that are under-represented.
- The Council will strive to improve public engagement to ensure members of local communities from all backgrounds are represented and feel empowered to have their say.
- The Council will produce an Equality Impact Assessment (EQIA), (in isolation or as integrated Sustainability Appraisal document). An EQIA can be used as a tool to help implement PSED as a fundamental pillar of the plan-making process.



Supplementary Information: Glossary

Advertisement Consent	An application for proposals to display an advertisement or sign, as set out in the Town and Country Planning (Control of Advertisement) Regulations 2007.
Authority Monitoring Report (AMR)	A report that outlines the work carried out by the Planning Service. It provides key information about the operation and performance of the Planning Service and assesses the extent to which the Council's planning policies are being implemented.
Constitution	A document that sets out how the Council operates, how decisions are made and the procedures that are followed to ensure that these are efficient, transparent and accountable to local communities.
Duty to Co-operate (DtC)	A legal requirement on Local Planning Authorities to engage with other relevant authorities and bodies on strategic planning matters that are likely to have an impact beyond the immediate Local Plan area.
Delegated decisions	A report prepared by a planning application case officer that details the recommendation and reasons when determining a planning application.
Development Plan	A single document or multiple documents that together provide adopted planning policy. Planning applications must be determined in accordance with the areas Development Plan unless material considerations indicate otherwise.
Discharge of Conditions	An application for approval of whether details of a planning condition (attached to the original planning approval) have been met.
Environmental Impact Assessment (EIA)	An EIA is a document that aims to protect the environment by ensuring that a Local Planning Authority, when determining a planning application, which is likely to have significant effects on the environment, does so in the full knowledge of the likely significant effects.
Full Planning Permission	An application for development that is not covered by a householder application or permitted development rights. This is commonly the case for new buildings of any kind and any commercial project.



Supplementary Information: Glossary

Householder Planning Permission	An application to alter or enlarge a single house (but not a flat), including works within the residential boundary. This is commonly used if you are a homeowner wishing to complete work on your home. This does not apply to flats/ apartments, more than one house or changes of use.
Lawful Development Certificates	An LPA can grant or refuse an application for a lawful development certificate depending on whether the planned development is lawful for planning or not.
Listed Building Consent	An application for all works to all parts of the building/s covered by the listing protection if the works affect the character of the building as a building of special interest.
Local Development Scheme (LDS)	The LDS sets out the timetable for Development Plan Documents preparation and Guidance.
Local Planning Authority (LPA)	A Local Planning Authority is the local government body that is permitted (by law) to exercise planning functions for the boundary in which it serves.
Major Development	An application for the creation of 10 or more residential units, development of a site of 0.5 hectares or more, non-residential development or change of use on a site of at least 1 hectare, creation of change of use of 1000sqm or more or gross floorspace. As defined by the Town and Country Planning (Development Management Procedure) (England) (Order) 2015.
Material Consideration	A point of deliberation during the determination of a planning application; it will influence whether to grant or refuse an application for planning permission. There is a broad ranging scope of what can constitute a material consideration. Some examples are loss of light, loss of privacy but this list is not exhaustive.
Minor Development	An application for the creation of between one and nine residential units. Where the development created is less than 1000sqm, development is on sites less than one hectare and changes of use less than 1000sqm.



Supplementary Information: Glossary

National Planning Policy Framework (NPPF)	A document that sets out the Government's planning policies for England and how they are expected to be applied. It must be considered in the preparation of planning policy documents and is a material consideration for planning decisions. This is accompanied by Planning Practice Guidance which sets out how the NPPF is to be interpreted.
Neighbourhood Plan	Introduced by the Localism Act 2011, Neighbourhood Planning gives rights and powers for local communities to shape development by preparing Neighbourhood Plans.
Non-material Amendment	An application to make a change to a (already granted) planning proposal that does not materially alter the size and scale of the building/s.
Planning Inspectorate (PINS)	The Planning Inspectorate are an independent body that deal with planning appeals, national infrastructure planning applications, examinations of local plans and other planning-related and specialist casework in England.
Planning Practice Guidance (PPG)	A document building upon the NPPF that provides detailed online, web-based guidance on national planning policies.
Prior Approval	An application to seek approval from the LPA before works commence. Matters for prior approval vary depending on the type of development and are set out in Schedule 2 of the General Permitted Development Order.
Public Sector Equality Duty (PSED)	The Public Sector Equality Duty came into force in April 2011 as part of the Equality Act 2010 (section 149(1)). It imposes a duty on public bodies to consider or think about how their policies and decision affect people who are protected under the Equality Act.
Regulation 13	The stage at which duly made representations on SPD's are made. The public consultation at Regulation 13 runs for a minimum of four weeks as set out in The Town and Country Planning (Local Planning) (England) Regulations 2012



Supplementary Information: Glossary

Regulation 14	The stage at which the Neighbourhood Forum are required to carry out a pre-submission consultation of the draft neighbourhood plan proposal before it is submitted to the LPA for independent examination. The period of public consultation should last six weeks as set out in The Neighbourhood Planning (General) Regulations 2012.
Regulation 16	The stage at which the LPA are required to carry out a public consultation on the draft Neighbourhood Plan, as prepared by the Neighbourhood Forum. The period of public consultation should last six weeks as set out in The Neighbourhood Planning (General) Regulations 2012.
Regulation 18	The stage at which an LPA carry out an informal public consultation on the early phases of Local Plan preparation. At this stage engagement with local communities and key stakeholders is key to inform the scope, content and preferred options for the Local Plan. The period of public consultation should last six weeks as set out in The Neighbourhood Planning (General) Regulations 2012.
Regulation 19	The stage at which an LPA carry out a formal public consultation on the draft Local Plan. At this stage engagement with local communities and key stakeholders is vital. The draft Local Plan published for consultation at Regulation 19 stage should be the plan that the LPA intends to submit to the Planning Inspectorate for examination. The period of public consultation should last six weeks as set out in The Neighbourhood Planning (General) Regulations 2012.
Reserved Matters	An application submitted within the specified timescale of the approval of an outline application. Reserved matters typically include the layout; scale; appearance; access and landscaping plans.
Statement of Community Involvement (SCI)	A statutory document that sets out how the Council consult and involve the public in planning processes.



Supplementary Information: Links



[Apply for planning permission | Swindon Borough Council](#)

[Checklists for planning applications | Swindon Borough Council](#)

[Committee details - Planning Committee \(swindon.gov.uk\)](#)

[Committee structure \(swindon.gov.uk\)](#)

[Data protection: The Data Protection Act - GOV.UK \(www.gov.uk\)](#)

[Equality Act 2010 \(legislation.gov.uk\)](#)

[Local plan and planning policy | Swindon Borough Council](#)

[Neighbourhood planning - GOV.UK \(www.gov.uk\)](#)

[Plan-making - GOV.UK \(www.gov.uk\)](#)

[Planning | Swindon Borough Council](#)

[Planning and Compulsory Purchase Act 2004 \(legislation.gov.uk\)](#)

[Planning Portal](#)

[Planning Protocol 2019 | Swindon Borough Council](#)

[Public sector equality duty - GOV.UK \(www.gov.uk\)](#)

[View or comment on a planning application | Swindon Borough Council](#)



Contact Us



FOR MORE INFORMATION OR FOR THIS INFORMATION IN AN ALTERNATIVE FORMAT PLEASE CONTACT:

Post

Planning Policy and Place Services
Swindon Borough Council
5th Floor, Wat Tyler House,
Beckhampton Street
Swindon
SN1 2JG

Telephone:

E-mail: forwardplanning@swindon.gov.uk

Website: www.letstalkswindon.gov.uk

<https://m.facebook.com/SwindonBoroughCouncil>

<https://x.com/SwindonCouncil>